

Article 8:
RESIDENTIAL LOT PLANS

Article 8:**RESIDENTIAL LOT PLANS****A. Purpose and Intent for Residential Lot Plans**

To ensure that proposed single family uses and related lot development activities are compatible with approved subdivision plats and public improvements plans and to ensure consistency with the underlying residential zoning district regulations, a residential lot plan shall be required to accompany a zoning permit, building permit, and/or other use application for the following:

1. single family residences, two-family or duplex residences,
2. accessory buildings or apartments, accessory uses,
3. private garages,
4. rental uses of a portions of a residential dwelling,
5. on-site parking areas or other lot improvements which are to be constructed, reconstructed, rehabilitated, or otherwise expanded.

The plan shall provide necessary and sufficient information to ensure that (1) the siting and use of the intended structure(s) is in conformance with the original subdivision plat and public improvements plans for the subdivision in which the lot is located, (2) site grading, stormwater drainage and runoff for the subject lot meet or exceed contemporary requirements for residential development, (3) necessary easements and rights of way, infrastructure plans, comprehensive plan recommendations, urban design guidelines, historic district regulations, and other planning initiatives of the Town are incorporated into the plan to the extent possible, and (4) the siting and use of the intended structure(s) will not adversely impact adjoining properties.

Unless specifically waived by the Town, the plan shall be prepared by a qualified engineer, architect, landscape architect, or surveyor.

B. Town Action on Residential Lot Plans

The single family residential lot plan shall be reviewed and acted upon by the Planning and Zoning Administrator within ten (10) working days upon receipt and application for a zoning permit. In the event of denial of approval by the Planning and Zoning Administrator, the applicant may petition the matter to be heard by the Planning Commission at their next regularly scheduled meeting.

C. Preparation and Submission of Residential Lot Plans

The applicant or owner of any residential lot plan shall submit five (5) copies of the plan on a sheet not to exceed 24" x 36". The contents of the residential lot plan shall include the following:

1. Address and tax map reference number of lot; name of subdivision and deed reference.
2. North arrow; dimensions of the lot drawn to scale of 1"=20', with meets and bounds of lot.
3. Location and dimensions of both the existing structure(s) and the structure(s) to be erected on the lot.
4. Geotechnical evaluation and certified engineering design for building foundation for lots which contain shrink/swell soils.
5. Dimensional setbacks from property lines to any structure or improvement, including covered porches, decks, stairwells, garages, swimming pools, accessory uses, etc.
6. Square footage of lot per recorded subdivision plat.
7. Easements contained within the lot or across the lot line.
8. Proposed finished lot grading shown with two foot (2') contour intervals.
9. Certificate of water and sewer availability.
10. Location of all required off-street parking.
11. Location of all existing natural or man-made drainage channels and storm sewer facilities, as well as location of proposed drainage improvements, to ensure the adequate conveyance of stormwater on and through the property.
12. Location and boundaries of 100 year floodplain. The developer(s) are required to establish base flood elevation (BFE) for new development greater than 50 lots or 5 acres. For approximated area, the developer(s) shall use the BFE and floodway data from other sources.
13. Location and boundaries of Chesapeake Bay Preservation Areas.

14. Location of service connections to public water and sewer.
15. Location and design of waterfront improvements, including boat ramps and docks.
16. Location of construction entrance.
17. Limits of clearing, including trees in excess of 6" in diameter which are proposed to be removed outside the construction footprint.
18. Erosion and sediment control measures.